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Registrar, OTR

7 October 1959

Chief, Plans and Policy Staff

Training Reports/Component Training

REF : A. Draft Revision, dated 29 September 1959,  
of [REDACTED]

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1. Reference is made to paras. 2.b. and 5. of reference A., above.

2. It is suggested that the attached draft Training Report and Guide for the Preparation of Training Reports be used as the basis for submission of individual training reports on on-the-job and other training conducted by components other than OTR. With only minor revisions, both seem appropriate to the intent of the new regulation.

3. If you concur, it is suggested that you meet with me and [REDACTED] A&E, at your earliest convenience, to draft the necessary revisions in the report form and guide.

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SIGNED

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cc: C/A&E  
DDTR  
EA-DD/S

Document No. 029  
NO CHANGE in Class. ☐  
☐ DECLASSIFIED  
Class. CHANGED TO: TS S (C)  
Auth: DBA REG. 4 Apr 77  
Date: 110 AD 78 By: 022

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